



CHADDS FORD TOWNSHIP SEWER AUTHORITY
REGULAR MEETING
MARCH 27, 2018

Board Members: Mark Stookey
Dennis Henry
Robert Lohr
Ted Mennicke

Not Present: Amanda Konyk
Mike Sheridan, Solicitor

Also Present: Valerie Hoxter, Sewer Authority Manager
Stan Gober, DELCORA
Tom Leisse, Pennoni Associates

ANNOUNCEMENTS

Chairman Stookey announced that Vice Chair Konyk and Solicitor Sheridan were both unable to attend the meeting.

Ms. Hoxter announced that the change in the March meeting date from March 20 to March 27, 2018 was advertised in the Delaware County Daily Times on March 26, 2018.

MINUTES

Upon motion and second (Henry/ Mennicke) the minutes from the January 16, 2018 Reorganization meeting were approved.

Upon motion and second (Mennicke/ Henry) the minutes from the January 16, 2018 Regular meeting were approved.

DELCORA

Mr. Gober presented his written report for the months of January and February 2018. In January, there was a monthly average TSS exceedance at Ridings due to the effect of extreme cold temperatures on the process, a partially operational sand filter and residual dust from the newly replaced sand in the repaired sand filter. Delcora has implemented operational changes to resolve the issue.

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MANAGER

Ms. Hoxter presented her written report and further updated the Board on recent DMR reports received for the Knights Bridge Plant which indicate several exceedances. It was determined that Ms. Hoxter would make the Township Supervisors aware of any exceedances indicated in the reporting we receive for Knights Bridge. Ms. Hoxter will request a copy of the most recent DEP inspection report for the Knights Bridge Plant.

Ms. Hoxter informed the Board that the PA Small Water and Sewer Grant application was submitted with letters of support from the Township Planning Commission and PA State Representative Stephen Barrar. Mr. Leisse indicated grant recipients could be announced at the DCED's July meeting.

Ms. Hoxter reported that 2017 Annual Audit field work is done. The Auditors must complete and file the Audit by July 1, 2018.

Ms. Hoxter informed the Board that she met with Mr. Henry, Mr. Mennicke and Mr. Leisse regarding Stantec's review of Pennoni's design proposal for the Act 537 Plan Update project. Mr. Henry and Mr. Mennicke found that Stantec's review did not recommended any material changes to Pennoni's proposal and therefore authorized Mr. Leisse to proceed with the project after requesting clarification of several items.

Ms. Hoxter informed the Board she has begun holding monthly Operations Meetings with Delcora and Pennoni and bi-weekly meetings with Mr. Leisse on the Act 537 Plan Update project (the Ridings Conversion/Turners Mill Expansion).

Ms. Hoxter reported that she responded to a call from the Brandywine Conservancy regarding a hydraulic fluid spill which was pumped into the Conservancy's wet well. Delcora confirmed the fluid did not make it to Turners Mill and the Conservancy cleaned out the wet well. Ms. Hoxter and Mr. Leisse met with Conservancy staff and determined that a modification to the connection between the sump pit and the wet well must be made. Ms. Hoxter will notify the Conservancy via letter of the need to correct the connections and provide sixty (60) days to do so.

ENGINEER

Mr. Leisse presented his written report and updated the Board on the status and schedule for the Act 537 Plan Update project: soil borings at Turners Mill are complete; he expects the design plans will be complete by mid-May with a target for submission to DEP in June; and draw down tests at the Estates Pump Station are underway. Mr. Leisse is providing a schedule to Ms. Hoxter at each bi-weekly meeting and will provide an updated schedule at each Board meeting.

Mr. Leisse informed the Board the Chapter 94 Reports (due by the end of March) are ready for submission. The annual DRBC Report for Turners Mill has been submitted as required.



SOLICITOR

There was no Solicitor's report as Mr. Sheridan was not in attendance.

ASSISTANT TREASURER

Ms. Hoxter presented the Assistant Treasurer's written report and reviewed cash balances. She further commented on cold weather related costs for the period which totaled \$4,623.74 and Ridings sand filter repair costs of \$3,238.00 for the period. The total expense to date for cold weather related costs at both plants was approximately \$5,000.00. The total expense for the Ridings sand filter repair was approximately \$10,000.00.

Ms. Hoxter further reported on two PLGIT CDs which she purchased on February 22, 2018 with approval of the Treasurer and Chair. These CDs replaced two maturing CDs and were purchased in the amounts of \$225,000.00 at 2.15% net interest and \$100,000.00 at 2.0% net interest. Upon maturity on February 22, 2019 the Authority will receive \$7,325.00 in interest.

Upon motion and second (Lohr/Henry) the Board approved ACH and check payments for February 2018 in the amount of \$21,146.34.

Upon motion and second (Lohr/Mennicke) the Board approved ACH and check payments for March 2018 in the amount of \$117,696.22.

Upon motion and second (Lohr/Henry) the Board ratified the purchase of a CD through PLGIT from CFG Community Bank in the amount of \$225,000.00 on February 22, 2018.

Upon motion and second (Lohr/Mennicke) the Board ratified the purchase of a CD through PLGIT from First National Bank of McGregor in the amount of \$100,000.00 on February 22, 2018.

PUBLIC COMMENT

Susan Darrel of Brintons Bridge Road appeared before the Board with questions regarding sewage disposal for a proposed future development on Oakland Road. After discussion with the Board, Chairman Stookey recommended that Ms. Darrel contact the Township regarding any proposed changes to the developer's plan.

Pat Carlino of 1792-1798 Wilmington Pike (Brandywine Summit II) appeared before the Board to ask when additional EDUs would be available for purchase as a result of the Act 537 Plan Update project. Chairman Stookey and Mr. Leisse indicated the target for project completion is end of 2019 at the earliest. The Turners Mill plant may have additional capacity available as a result of the project; however, Chairman Stookey indicated the Board would be reluctant to reserve capacity at this early stage and that there may be changes to the cost for EDUs. Ms. Hoxter indicated a Sewage Feasibility Application would be required and Mr. Leisse added that the Feasibility Application can be done with a concept plan. Mr. Stookey further commented that the Authority can accommodate EDUs currently owned at this time.



OLD BUSINESS

Ms. Hoxter updated the Board on the status of delinquent accounts including two accounts that have paid in full: one was under agreement to pay in full by March 24, 2018 and settled their account in full in the amount of \$13,787.00; another has paid their past due balance of \$16,061.00 which included over use charges and a past due invoice for a required purchase of two additional EDUs. There were also a couple of smaller long-time past due accounts that have paid their balances in full enabling the removal of property liens.

NEW BUSINESS

Ms. Hoxter handed out Statement of Financial Interest forms for year 2017 and reminded all that they are due by May 1, 2018.

The Board discussed the status of the Inter-Municipal Agreement between Chadds Ford and Concord Townships allowing Springhill Farm to send wastewater to Concord Township. After discussion, it was determined there were a couple of changes to be made to the Agreement.

Upon motion and second (Stookey/Mennicke) the Board authorized Chairman Stookey to sign the Inter-Municipal Agreement between Chadds Ford Township/Chadds Ford Township Sewer Authority and Concord Township on behalf of the Authority contingent upon the Chairman's and Solicitor's review and satisfaction with the Agreement. Mr. Lohr recused himself from voting on this matter.

Upon motion and second (Henry/Lohr) the meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Valerie Hoxter
Authority Manager